

MADISON LIBRARY
BOARD OF TRUSTEES MEETING
SEPTEMBER 20, 2017, 3:30 PM
CHICK ROOM, MADISON LIBRARY
APPROVED MINUTES

ATTENDANCE: Chair Cheryl Littlefield, Sandra Carr, John Filson, Angela Johnson, Bruce Kennedy, Karen Lord, Patti Rau, Peter Stevens, Library Director Sloane Jarell

CALL TO ORDER: Chair Cheryl Littlefield called the meeting to order at 3:30 PM.

APPROVAL OF MINUTES

August 16, 2017 regular meeting: Motion by Peter Stevens to approve the 8-16-17 minutes, seconded by John Filson. The motion passed unanimously.

REPORT OF THE TREASURER: Treasurer Angela Johnson said there is nothing significant on the Statement of Income and Expense; income for the month is \$241.11. She said stocks are continuing to go up: Vanguard Hocking is up \$20.46 and Vanguard S&P is up \$44.92. She said the bank account is looking good as well, with \$4,373.63 in our checking account. We have not yet received the latest Budget Drawdown from the Town. Angela said she received a Vanguard Funds proxy form which asks shareholders to vote yes or no on a shareholder proposal. Vanguard management recommended voting against the proposal, but after discussion the Library Trustees agreed to vote in favor of the shareholder proposal:

Motion by Sandra Carr to accept the shareholder position with regard to our funds in Vanguard. Seconded by Peter Stevens. The motion passed unanimously.

LIBRARY DIRECTOR'S REPORT: Library Director Sloane Jarell said statistics are down; we are not sure why. Regarding the building and facility, she said the air conditioner in the Children's Room is still leaking and will have to be fixed at some point. She said we do have the funds, but we don't have an actual estimate other than just a few hundred dollars. This was discussed. The board agreed that the air conditioner should be fixed now. Sloane said that she has been notified by Noreen Downs that Eversource has recommended switching to LED lighting at a cost of about \$8,000. Sloane said she asked Noreen to see if Eversource would give us a quote for just the upstairs and outdoor lighting. This was discussed.

GALLERY: Barbara Perry

FRIENDS OF THE LIBRARY: Upcoming program: "The Capital Crime of Witchcraft." Sloane said there will be one more book sale in October. Patti Rau said she is going to see if there could be a book sale around the Christmas holiday.

OLD BUSINESS

Strategic Plan: John Filson said we are almost there with the Plan. He said Sloane has reviewed the Plan and found a few things that need to be corrected, but we are just about done. The board thanked

John and agreed that the Plan looks great. John said it should be wrapped up by October and to let him know of any changes.

NEW BUSINESS

Ramp: Sloane said Peter Stevens has fixed some of the loose boards on the ramp, but we need to have a serious discussion about a new ramp. Cheryl Littlefield said this would involve a warrant article. She said we should get estimates, and perhaps include an estimate for a covered walkway as well as a cover for the entryway. Sloane asked for recommendations on who to call for an estimate, and several names were mentioned.

Budget: Sloane said a boiler is on the budget for 2018 and we will do a warrant article for that; hopefully the walkway can be done in 2018 as well. She said the roof is on for 2019. She said we are looking for a copier in the next year. John Filson suggested putting another line under the technology line for the copier. This was discussed. Suggestions were for the copier to be under technology or putting in a line for equipment or tech equipment. Cheryl suggested checking with Finance Director Sue Stacey at the Town Office to see what she recommends. Angela Johnson said the copier might have come out of trustee funds previously but it probably should be in the Town budget. Sloane noted that she added a raise for library staff in the budget. She said the Town got a 3.5 raise last year and she asked for the board's feeling about this. She said the total line increase would be slightly more than last year. Cheryl said this discussion reminded her that the board needed to an evaluation of the Library Director. After discussion the board agreed to go into non-public session to discuss this issue.

NON-PUBLIC SESSION Motion by Karen Lord to enter non-public session, seconded by Bruce Kennedy. On a roll call vote, the board entered non-public session at 4:10 PM:

Sandra Carr - Aye
John Filson - Aye
Angela Johnson - Aye
Bruce Kennedy - Aye
Cheryl Littlefield - Aye
Karen Lord - Aye
Patti Rau - Aye
Peter Stevens - Aye

The Ayes Have it.

Others attending: Patricia Ambrose, Recording Secretary

Discussion: Evaluation of the Library Director.

Motion by Patti Rau to come out of non-public session, seconded by Peter Stevens. On a roll call vote, the board came out of non-public session at 4:22 PM:

Sandra Carr - Aye
John Filson - Aye

Minutes approved: October 18, 2017

Angela Johnson - Aye
Bruce Kennedy - Aye
Cheryl Littlefield - Aye
Karen Lord - Aye
Patti Rau - Aye
Peter Stevens - Aye

The Ayes have it.

Motion by Patti Rau to raise the salary of the Library Director by 3%, seconded by Bruce Kennedy. The motion passed unanimously: Sandra Carr – Aye; John Filson – Aye; Angela Johnson – Aye; Bruce Kennedy – Aye; Cheryl Littlefield – Aye; Karen Lord – Aye. Patti Rau –Aye, Peter Stevens – Aye. The Ayes have it.

ACTION AS A RESULT OF NON-PUBLIC

A. Announcements: The board approved a raise in salary of 3% for the Library Director.

Total Budget Increase: 2.3%.

ADJOURN: Motion by Angela Johnson to adjourn, seconded by Peter Stevens. The motion passed unanimously and the meeting adjourned at 4:37 PM.

Next meeting: October 18, 2017 @3:30 PM.

Town of Madison, Board of Library Trustees Meeting for September 20, 2017

Approved Minutes
Respectfully submitted,

Patricia Ambrose, Recording Secretary
Draft Minutes e-mailed to the Trustees, Town Clerk, and Library Director on September 22, 2017.